

Idaho Geospatial Committee Bylaws

Established by Executive Order 2001-07, the Idaho Geospatial Committee is charge with providing policy level direction and promoting the efficient and effective use of resources for matters related to geospatial information.

1. Mission Statement

The mission of the Idaho Geospatial Committee, hereafter referred to as the IGC, is to provide a forum for the GIS community to facilitate the use, development, sharing and management of geospatial data; and to communicate the value of geospatial information to citizens and decision-makers.

2. The Role of the IGC is to:

- a. Promote cooperation among state, federal, tribal and local agencies, universities and the private sector in addressing geographic data and information needs and services in Idaho;
- b. Review priorities for statewide geographic information needs and assist in the development of projects, plans, policies, standards, priorities and guidelines for geographic information;
- c. Facilitate cooperative and contract arrangements to develop and maintain high-priority geospatial databases and applications programs;
- d. Identify and promote a State geospatial information clearinghouse as a vehicle for sharing information on geospatial technology, programs, policies and resources to maximize opportunities and minimize duplication of effort, and to facilitate the standardization, documentation, distribution and exchange of geographic information; and,
- e. Provide recommendations to the Information Technology Resource Management Council (ITRMC), the Governor and the Legislature, when appropriate, concerning issues related to geographic information in Idaho.

3. Membership

- a. The IGC shall be composed of no more than sixteen (16) members with knowledge of and interest in the field of geospatial technologies including representatives of: three (3) state agencies, one of whom will serve as chair (appointed by the Chairman of ITRMC), the State Library, and the State GIS Coordinator. Other members may include: the Idaho Federal Framework Coordinator, one (1) representative of the United States Department of Agriculture, one (1) representative of the United States Department of Interior, one (1) Tribal Government representative, one (1) representative of the State

University System, two (2) representatives of the public utilities or private businesses active in geospatial technologies, and three (3) representatives from county and municipal governments, at least two (2) who are local government representatives active in geospatial technologies. Members of the IGC shall be selected by the stakeholder groups they represent and approved by ITRMC. A member's tenure (time to serve) shall be determined by the stakeholder group they represent, but not less than one year.

b. Voting: A committee member shall have one vote. The member may appoint an alternate, who in the member's absence will have voting privileges.

c. A quorum of members is required for a vote. A quorum is defined as a simple majority of nine members or their alternates.

d. A list of members of the IGC will be posted on the ITRMC website.

4. Meetings

a. The IGC will hold no less than three (3) meetings a year.

b. Meetings are scheduled at least 4 weeks in advance through announcement to members and the general public via the state's GeoTech list server and the ITRMC website.

c. Meetings are open to the public.

d. Meeting schedules, agendas and minutes will be posted on the ITRMC website.

5. Technical Working Groups

a. The IGC will designate Technical Working Groups (TWG) in support of the Office of Management and Budget's I-Team Geospatial Information Initiative (I-Team Initiative). The I-Team Initiative is a joint project of the Federal Geographic Data Committee (FGDC), OMB, the Council for Excellence in Government, the National Association of Counties, the National States Geographic Information Council, other Federal, state, local, and tribal authorities, and the private sector.

b. The I-Team Initiative evolved from the OMB Information Initiative and carries out long-standing OMB technology objectives to improve data quality, reduce collection burden, and maximize the benefits of technology.

c. The I-Team Initiative aims to offer institutional and financial incentives to foster development of the common infrastructure required for the creation, effective flow, sharing, integration, and beneficial use of geographic information essential for e-business, e-government, and digital democracy.

- c. The purpose of the TWG is to involve all stakeholders in the identification of issues and to bring recommendations to the IGC regarding the support and development of an integrated framework data model for Idaho for a particular framework data set (geodetic control, cadastral, elevation, hydrography, landuse/landcover, ortho-imagery, political boundaries, and transportation).
- d. Initial TWGs will be: cadastral, geodetic control, hydrography, landuse/landcover, ortho-imagery, and transportation. Additional TWGs may be convened based on direction from the IGC.
- e. Participation in the TWG is open to all stakeholders and a chair of the committee will be selected by the TWG and ratified by the IGC during their fall meeting. The role of the chair is to facilitate meetings, distribute minutes and make presentations regarding recommendations to the IGC.
- f. A list of active members of the TWG, including chair, will be posted on the ITRMC website.

6. Ad-Hoc Subcommittees

- a. The IGC may designate Ad-Hoc sub-committees as it determines necessary.
- b. The purpose of an Ad-Hoc sub-committee will be to explore issues identified by the IGC as needed for additional research and development. The Ad-Hoc sub-committee will be expected to bring recommendations to the IGC in a timely manner. Ad-Hoc sub-committees will consist of member(s) of the IGC or designees who have knowledge in the current issues.
- c. Ad-Hoc sub-committees are set-up for a limited time to study a specific topic or issue deemed to be worth investigation by the IGC.

7. Reports

The State GIS Coordinator and the Chair of the IGC will present a written and oral presentation to ITRMC on an annual basis regarding tasks and work completed.